



## *The Village of Biscayne Park*

600 NE 114<sup>th</sup> St., Biscayne Park, FL 33161

Telephone: 305-899-8000 Facsimile: 305 891 7241

**DATE:** June 28, 2019

**TO:** Mayor and Commissioners

**FROM:** Krishan Manners, Village Manager

**RE:** Village Update

Mayor and Commissioners:

Below are a couple of items to note:

- **Village Hall will be closed on Thursday, July 4<sup>th</sup> in observance of Independence Day**
- **Regular Commission Meeting, July 9th, 7PM at the Log Cabin**

- **FEMA:**

The Village received notice that the first of our three appeals has been obligated. We await response from FEMA regarding the remaining two appeals.

- **FINANCE:**

Finance and Village Staff have been providing information to the auditors for the 2018 Audit. Audit is complete and has been submitted to the State of Florida. The Auditors will present this at the July 9<sup>th</sup> Commission meeting. Discussions and preparations for the FY 2020 budget continue.

- **CODE:**

Code Officer inspected cases to ascertain compliance. Worked with residents in the field. Answered emails and responded to calls. Posted various notices at properties. Scanned documents, sent out certified mailings. Sent out reminder notices for pending fines. Assisted residents who came in to the Village office with and without appointments. Entered new cases in the system for Officer's citing and complaints from residents. Daily organization of files to assure case files are up to date. Processed Lien searches. Continued to build a relationship with the community to educate them about violations and how to resolve them accordingly.

Public works continues to assist with trash being placed out too early. Creating and updating forms as needed. Taking photographs and uploading to case files.



## *The Village of Biscayne Park*

600 NE 114<sup>th</sup> St., Biscayne Park, FL 33161

Telephone: 305-899-8000 Facsimile: 305 891 7241

In addition, they researched property owners for contact information. Researched rental properties. Set appointments and performed landlord inspections. Preparing cases to present to the code board meeting. Attended Code Board Hearing and presented cases.

### **Enforcement procedural totals:**

Closed cases:	41
Total new violations opened:	39
Administrative Citations:	12
Orders of Enforcement Issued:	4

### **New violation cases:**

Administrative Citations:	12
Fences/Walls:	1
Junk/Dilapidated Materials:	1
Overgrown Property:	5
Permit Required (Double Fee):	2
Property Maintenance:	3
Roof Cleaning:	2
Trash/Cans/Yard Waste Swale:	12
Watercraft/Trailer:	1

- **POLICE:**

### **Police Department's Statistics for the Period**

**Total Cases: 31**

### **Total Cases by Category**

Alarms:	3
Assists other Police Agencies:	10
Sick/Injured:	4
Suspicious Person/Vehicle:	0
Investigation:	1
Information/Non-Criminal Investigations:	8
Repossession:	0
Residential Burglary:	0
Vehicle Burglary:	1
Domestic Battery:	0



## *The Village of Biscayne Park*

600 NE 114<sup>th</sup> St., Biscayne Park, FL 33161

Telephone: 305-899-8000 Facsimile: 305 891 7241

Hit and Run:	0
Traffic Crash:	2
Grand Theft:	0
Stolen Vehicle:	0
Petit Theft:	0
Missing Person:	0
Criminal Mischief:	0
Narcotics Arrest:	0
Identity Theft:	0
Misdemeanor Arrest (Simple Battery)	1
Felony Arrest:	0
Traffic Arrest:	1
Natural Deaths:	0

- **PARKS & RECREATION:**

The Parks and Recreation Manager attended Mango Fest and post clean up.  
Storage closets cleaned up. Met with Fire Marshall for annual inspection.  
Miami Dade County Internship program coordination.  
Summer Art Project planning and preparation.  
End of summer special event planning and preparation.  
Manager painted picnic tables in pavilion area.  
Weekly grounds and building maintenance.

- **PUBLIC WORKS:**

Public Works hired Enviorwaste to clean out 7 storm drain catch basins around the Village. Removed low hanging limb that was blocking the right of way along 119<sup>th</sup> St between 6<sup>th</sup> and 7<sup>th</sup> Avenues. Assisted a driver whose vehicle was stuck due to the broken limb that was in the right of way along NE 119<sup>th</sup> St.

Meeting with lighting contractor for the proposed installation of ballers light along the Rec Center (ongoing project). Mowing grass at Village Hall and church lot, Rec Center and the Ballfield, NE 114<sup>th</sup> St median, at the Log Cabin, NE 6<sup>th</sup> Ave , Griffing Park and all Village lots. Buying supplies and preparation work for proposed irrigation system at NE 114<sup>th</sup> St median (Butterfly Garden). Replaced sod at the Rec Center where the tree was removed.

- **ADMINISTRATION:**

Manager continues to work with the Village Attorney and FEMA regarding debris reimbursement. Completed work on the 2018 Audit. Attended Public Safety Advisory Board and Code Board. Followed up with Waste Pro regarding their contract. Began working on agenda for next Commission meeting. Assisted residents and staff as needed.

**Wishing everyone a great weekend and a Happy 4<sup>th</sup> of July!**

**[www.biscayneparkfl.gov](http://www.biscayneparkfl.gov)**